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Chief, Intelligence School

19 January 1961

Chief, Orientation Faculty

Summary of Major Activities and Accomplishments, 1960

1. For your guidance, this summary of the activities of the Orientation Faculty for the calendar year 1960 is attached. This is an expansion of the information submitted in the Weekly Activities Report of 17 January 1961.

2. Page 2 summarizes statistically the regular and special training programs presented in 1960 and compares them with the figures for 1959.

3. Page 3 contains a narrative summary of major accomplishments of the Faculty during 1960.

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101 NO. 4 BOX NO. 4 FLD NO. 4 DOC. NO. 4 NO CHANGE
IN CLASS X DECLASS Y REV. CHANGED TO: TS S C RET. JUST 22
NEXT REV DATE 09 REV DATE 12/31/77 REVIEW 10/1995 TYPE DOC. 02
NO. PGS 3 CREATION DATE ORG COMP 11 OPL 11 ORG CHNG C
REV CLASS C REV COORD. AUTH: HR 70-3

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 Summary of Training Activities
1960

I. Intelligence Orientation

IO #37	January	48
IO #38	March	72
IO #39	May	67
IO #40	June	34
IO #41	October	57
IO #42	November	<u>44</u>
TOTAL:		322

II. Special Courses

TSD Orientation	August	11
Security Officers Orientation	November	13
Orientation [REDACTED]	May	11
	December	43
Intelligence Review	October	38
JOT Orientation	July & September	<u>49</u>
TOTAL:		165

III. GRAND TOTAL: 487 in scheduled courses.

1959

I. Intelligence Orientation

IO #27	January	30
IO #28	February	76
IO #29	March	39
IO #30	April	46
IO #32	June	37
IO #34	October	31
IO #35	October-November	<u>29</u>
TOTAL:		317

N.B. IO's 31 and 33 were rescheduled and given new course numbers by the Registrar. (No IO #36 was given).

II. Special Courses

Signal Center #3	February	15
Printing Services #1	June	15
Printing Services #2	November	11
Signal Center #4	December	15
JOT Program	September	<u>51</u>
TOTAL:		107

III. GRAND TOTAL: 424 in scheduled courses.

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Resume of Major Activities - 1960

1. Enrollment in scheduled courses run by the Orientation Faculty increased by 13% in 1960 over 1959.

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2. In addition to his instructional and administrative duties, [REDACTED] also took over the position of alternate Briefing Officer in 1960 and participated in more than 20 briefings in Central Building and the Director's conference room, including: VIP Briefings, briefings of foreign officials, CIA Introduction, CIA Review, Dependents Briefing, Mid-Career Course (State Department) and others.

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3. A new course, the Intelligence Review, was developed during this period by [REDACTED] and the Staff. It was given for the first time in October and was extremely well received. In accordance with the recommendations of the DD/I, this course will be expanded to two weeks full-time, and will be given twice a year, in April and October until further notice.

4. The Intelligence Products Exhibit was presented six times with a total attendance of approximately 1,000, including over 600 USIB visitors. The Support Exhibit was presented twice for about 200 Agency visitors.

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5. In addition to his regular work as an instructor, [REDACTED] was busy from January till October first, in collaboration with [REDACTED] in preparing a schedule of readings in intelligence orientation with accompanying training aids; next, in revising, bringing up to date, and editing lectures already transcribed; and finally in getting them reproduced and bound. Approximately 600 pages were reproduced in editions of 100 copies.

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6. The net effect of these activities has been an increase in work-load for all hands, with a reduction of 2/5 of our professional staff ([REDACTED]) and $\frac{1}{2}$ of our clerical staff ([REDACTED])

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7. During the past year we have had on occasion to press into service several members of the Intelligence Production faculty to assist with briefings and seminars, and this practice undoubtedly will have to be continued.

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